



COMMONWEALTH of VIRGINIA

Department of General Services

James T. Roberts
Director

202 North Ninth Street
Suite 209
Richmond, Virginia 23219-3402
Voice/TDD (804) 786-3311
FAX (804) 371-8305

DEPARTMENT OF GENERAL SERVICES DIRECTIVE NO. 15 INDOOR CLEAN AIR

Purpose To implement policy required under the Virginia Indoor Clean Air Act and to disseminate information on smoking policies in buildings owned, operated or maintained by the Department of General Services. Nothing herein creates, or is to be implied as creating, the right to a smoke-free workplace.

Applicability This Directive applies to all buildings owned, operated or maintained by the Department of General Services.

This Directive does not apply to buildings not owned, operated or maintained by the Department of General Services, for example:

- General Assembly Building
 - Capitol Building
 - Tyler Building (State Corporation Commission).
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Policy In accordance with the Virginia Indoor Clean Air Act, reasonable no-smoking areas shall be established in each building owned, operated or maintained by the Department of General Services.

Effective Date April 27, 2005

Authority Virginia Indoor Clean Air Act (Section 15.1-291.1., et seq.), Code of Virginia.

No-smoking areas The following areas are designated as no-smoking areas in each building owned, operated or maintained by the Department of General Services:

- elevators
- restrooms
- indoor service lines and cashier lines
- food service facilities

- conference rooms maintained by the Department of General Services
- unassigned and restricted and unrestricted public access spaces, including, but not necessarily limited to:
 - lobbies
 - mezzanines
 - corridors
 - halls and passageways
 - stairs
 - utility closets
 - mechanical rooms
 - seating areas
 - breezeways

After first notifying the department (DGS), Agency Heads may designate reasonable smoking areas within their tenant occupied space, considering the nature of the use and the configuration of the space. However, any Agency Head electing to designate smoking areas in their occupied space should do so in a manner consistent with Section 15.1-291.3 of the Code of Virginia (Virginia Indoor Clean Air Act).

Signs

The DGS Bureau of Facilities Management shall post no-smoking signs in all of the above designated no-smoking areas as may be required. Agencies are responsible for posting signs in any additional agency-designated smoking/no-smoking areas, and shall be responsible for enforcing same in those areas.

Exceptions

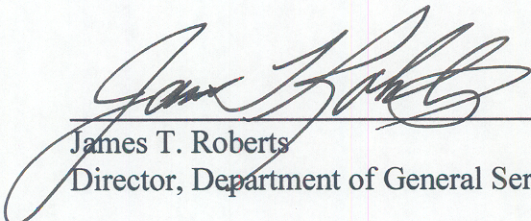
Agency Heads in the following buildings shall establish their own smoking policies consistent with the Virginia Indoor Clean Air Act:

- Supreme Court of Virginia
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Supersession

This directive supersedes Department of General Services Directive 4-90, dated July 1, 1990 and Directive No. 15 dated September 1, 1997.

Approved:


James T. Roberts
Director, Department of General Services

April 27, 2005